



To: Board of Assessors
From: Marilyn H. Browne, Chief, Bureau of Local Assessment
Date: January 17, 2006
Topic: **2006 EQUALIZED VALUATIONS**

SALES REPORT SUBMISSIONS ARE REQUESTED

The Bureau of Local Assessment (BLA) will determine Equalized Valuations (EQVs) for each municipality as of January 1, 2006 as required by M.G.L. Ch. 58, §§ 9 - 10C. For that purpose we request that property sales reports be submitted to BLA electronically (see attached sample) by those communities in a non-certification year for FY2006. Assessors should submit the LA-3 property sales report for all sales over \$1,000 (not time adjusted) that occurred during calendar year 2004. Current year assessed values must reflect FY2006 (as of 1/1/2005) values. Non-arms length codes must be reviewed and changed to reflect the 1/1/2005 assessment date (use codes designed for certification review). If your community had less than 20 arms-length residential sales in 2004, submit calendar year 2003 sales in addition. The 2003 sales report should also reflect FY2006 assessed values. In order to complete the EQV program in accordance with the statutory deadlines we must adhere to the following schedule:

Equalized Valuation Statutory Deadline Dates		
February 17, 2006	Assessors	Submit property sales report
June 1, 2006	BLA	Mails proposed EQVs to communities
June 10, 2006	BLA	Completes public hearings on proposed EQVs
July 20, 2006	BLA	Completes any EQV revisions and notifies communities
August 10, 2006	Municipality	Appeals proposed EQVs to Appellate Tax Board
January 20, 2007	Appellate Tax Board	Completes action on appeals
January 31, 2007	BLA	Submits EQVs to the Legislature

Sales reports should be submitted electronically to bladata@dor.state.ma.us. Indicate clearly in the subject memo that these sales are for the EQV program. Fax or mail in the signed Sales Report Submission Summary (see attached) to the Bureau of Local Assessment.

Failure to provide the requested information can lead to a forfeiture of a community's appeal rights.

Sales Reports and Submission Summary Form must be submitted by February 17, 2006. If you have any questions please contact John Gillet at (617) 626-3605.